



DEFENSE LOGISTICS AGENCY  
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IN REPLY J-33  
REFER TO PROCLTR 01- 03


MAR 15 2001

MEMORANDUM FOR PROCLTR DISTRIBUTION LIST

SUBJECT: Evaluation of Alternate Offers (DLAD 17.7501(b)(4))

This PROCLTR revises DLAD 17.7501(b)(4)(iv) and(v) so that buying activities may designate an office other than the Competition Advocate to determine the disposition of alternate offers when there is no active procurement and maintain the tracking system of post-award evaluations. This change is intended to provide the necessary flexibility for those buying activities that could manage their existing resources more efficiently if these functions were reassigned. It is not meant to imply that any changes are needed.

This PROCLTR is effective immediately and remains in effect until it is incorporated into DLAD 4105.1. The point of contact for this PROCLTR is Ms. Anne Burleigh, J-336,(703) 767-1358, DSN 427-1358 or e-mail [anne\\_burleigh@hq.dla.mil](mailto:anne_burleigh@hq.dla.mil).

  
For WILLIAM J. KENNY  
Executive Director  
Logistics Policy and Acquisition Management

Attachment



## PART 17 - SPECIAL CONTRACTING METHODS

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### SUBPART 17.75 - ACQUISITION OF REPLENISHMENT PARTS

17.7501 Procurement of parts.

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(b)(4) Evaluation of alternate item offers for spare parts

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(iv) When a potential contractor submits an alternate item for evaluation for which there is no active procurement request, the activity Competition Advocate, ***or other office if designated by local guidance,*** will determine if the alternate item meets the criteria for evaluation listed for alternate offers in DLAD 17.7501(b)(4)(iii) above. The ***same office*** will provide the status to parties submitting alternate items and will forward qualifying alternate items to the appropriate technical personnel with the reasons the alternate items should be evaluated. These alternate item evaluations will be tracked according to the time frames set forth in DFARS Appendix F.

(v) When a postaward evaluation is performed, the alternate item offeror will be advised of the evaluation results. The Competition Advocate, or ***other office if designated by focal guidance,*** will maintain a tracking system for postaward evaluations, in order to insure followup with contractors. Technical personnel will perform a postaward evaluation within 45 days of receiving the alternate offer, unless unusual circumstances require a longer evaluation period. After the 45 days have elapsed, followups will be generated by the Competition Advocate, or other ***designated office, every*** 15 days. If the evaluation must be performed by an Engineering Support Activity, the time allowed for evaluation is 90 days with followups generated every 30 days (after the first 90 days).

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